

CHAPTER 2. COMMISSIONER

SUBCHAPTER 1. GENERAL PROVISIONS

6A:2-1.1 Title and aim

(a) By statute, the Commissioner of Education is the chief executive and administrative officer of the Department of Education, is the official agent of the State Board of Education for all purposes and is the budget request and approval officer of the Department of Education. The Commissioner is Secretary of the State Board of Education and Chairperson of the State Board of Examiners.

(b) The Commissioner is appointed by the Governor, with the advice and consent of the Senate, and serves at the pleasure of the Governor during the Governor's term of office and until his/her successor is appointed.

6A:2-1.2 Powers and duties

(a) The powers and duties of the Commissioner are as follows:

1. The Commissioner is empowered to decide legal controversies and disputes arising under school laws or State Board regulations and his/her decisions have the force of law;
2. To apportion State aid to local school districts;
3. To issue teacher certificates;
4. To approve vocational schools;
5. To issue rules and regulations for the classification of students with disabilities;
6. To conduct Statewide tests;
7. To prescribe minimum courses of study for elementary and high schools;
8. To withhold State aid from local school districts which fail to comply with school law or State Board regulations; and
9. To promulgate such other rules and regulations as may be authorized by statute or the State Board.

SUBCHAPTER 2. ORGANIZATION OF THE DEPARTMENT

6A:2-2.1 Organizational structure

The Commissioner of Education shall develop and present to the State Board of Education for its approval an organizational chart which includes all divisions of the Department of Education and all other units for which managerial appointments require State Board approval pursuant to N.J.A.C. 6A:2-2.2. This chart shall be published in the New Jersey Register and incorporated as an Appendix to this subchapter pursuant to N.J.S.A. 52:14B-4(b).

6A:2-2.2 Personnel: method of operations

(a) The Commissioner shall appoint, subject to the approval of the State Board, the assistant commissioner for each division of the Department, the chief officers reporting directly to the assistant commissioners for each division, each county superintendent, the superintendent of the

Katzenbach School for the Deaf, the director of compliance investigation, and the managers of those offices that coordinate board meetings, hear and determine controversies and disputes, and process state board appeals.

(b) The Commissioner shall recommend for appointment by the State Board the State District Superintendent for each State operated school district.

(c) All other personnel appointments shall be made by the Commissioner subject to the notification procedure in (d) below.

(d) The Commissioner shall regularly report to the State Board as to all appointments and removals including resignations, transfers, and vacancies. The Commissioner shall also report to the State Board as to any acting appointments that he or she has made for the positions specified in (a) above. An acting county superintendent appointment made pursuant to N.J.S.A. 18A:7-2 shall be made subject to the requisite State Board approval. In the event an acting appointment to one of the positions specified in (a) above continues for more than 60 days, the Commissioner shall report to the State Board on the progress toward filling that position on a permanent basis.

(e) In cases where the Commissioners personnel actions affect the organizational chart or the fulfillment of regulatory requirements, the Commissioner shall advise the State Board of such implications and of actions required for resolution.

6A:2-2.3 Basic composition of the Department

(a) The Department of Education consists of a State Board of Education, the Commissioner of Education and such divisions, offices, bureaus, branches, committees, other organizational units and officers and employees as allowed by law and as necessary to carry out the Department's statutory mandates.

(b) The basic organizational design of the Department is indicated in the Organizational Chart (see Appendix to this subchapter) with the executive functions as follows:

1. Pursuant to N.J.S.A. 18A:4-9 and 18A:4-22, the Commissioner of Education is:

- i. Secretary of the State Board of Education;
- ii. The chief executive and administrative officer of the Department of Education, having general charge and supervision of the work of the Department;
- iii. The official agent of the State Board for all purposes; and
- iv. The budget request officer and approval officer of the Department.

2. Pursuant to N.J.S.A. 18A:4-33, the Commissioner shall designate an assistant commissioner as deputy commissioner with full power to act in his or her place and stead during any absence or inability of the Commissioner and at such other times as the Commissioner may designate.

6A:2-2.4 Reporting responsibilities

(a) The following senior managers report directly to the Commissioner:

1. The Deputy Commissioner. The following organizational units and their chief officers report directly to the Deputy Commissioner:

- i. The Director of Controversies and Disputes;
- ii. The Director of Legislative Services;
- iii. The Director of the Public Information Office;
- iv. The Director of Educational and Informational Technology;
- v. The Director of Human Resources and Administration;
- vi. The Director of Equal Employment Opportunity/Affirmative Action; and
- vii. The Director of New Jersey SMART.

viii. The Assistant Commissioner of the Northern Region County Offices. The following organizational units report directly to the Assistant Commissioner to the Northern Region County Offices:

- (1) Northern Region County Offices;
- (2) Northern Region County Office of Educational Support Services;
- (3) Northern Region Office of Professional Development;
- (4) Northern Region Office of Certification Services;
- (5) Northern Region Office of Fiscal Assistance and Shared Services; and
- (6) The Assistant to the Assistant Commissioner of the Northern Region County Offices.

ix. The Assistant Commissioner of the Southern Region County Offices. The following organizational units report directly to the Assistant Commissioner to the Southern Region County Offices:

- (1) Southern Region County Offices;
- (2) Southern Region County Office of Educational Support Services;
- (3) Southern Region Office of Professional Development;
- (4) Southern Region Office of Certification Services;
- (5) Southern Region Office of Fiscal Assistance and Shared Services; and
- (6) The Assistant to the Assistant Commissioner of the Southern Region County Offices.

x. The Assistant to the Commissioner for the State Board Offices. The following organizational units and their chief officers report directly to the Deputy Commissioner through the Assistant to the Commissioner for the State Board Office;

- (1) The Director of the State Board Office; and
- (2) The Director of State Board Appeals.

xi. The Assistant Commissioner for Abbott Implementation. The following organizational units and their chief officers report directly to the Assistant Commissioner for Abbott Implementation:

- (1) The Director of Middle Grade Literacy and Secondary Education Programs;
- (2) The Director of Early Childhood Education;
- (3) The Director of Urban Literacy;

- (4) The Director of Budgets and Efficiencies; and
- (5) The Director of Student Achievement and Fiscal Support.

xii. The Assistant to the Commissioner for Early Childhood Programs;
xiii The Assistant to the Commissioner for Urban Literacy; and
xiv The Assistant to the Commissioner for Budget and Efficiencies.

xv. The Assistant to the Commissioner for the Central Region Offices. The following organizational units and their chief officers report directly to the Assistant to the Commissioner for the Central Region Offices:

- (1) Central Region County Offices;
- (2) Central Region County Office of Educational Support Services;
- (3) Central Region Office of Professional Development;
- (4) Central Region Office of Certification Services;
- (5) Central Region Office of Fiscal Assistance and Shared Services;
- (6) The Non-Abbott Early Childhood Education Office; and
- (7) The Assistant to the Assistant Commissioner of the Central Region County Offices.

2. The Assistant Commissioner for Student Services. The following organizational units and their chief officers report directly to the Assistant Commissioner for the Division of Student Services:

- i. The Director of Title I Program Planning;
- ii. The Director of Special Education;
- iii. The Director of Program and Support Services;
- iv. The Director of Equity/ Equal Educational Opportunity; and
- vi. The Superintendent of the Katzenbach School for the Deaf.

3. The Assistant Commissioner for Educational Programs and Assessment. The following organizational units and their chief officers report directly to the Assistant Commissioner for the Division of Educational Programs and Assessment:

- i. The Director of Academic and Professional Standards;
- ii. The Director of Evaluation and Assessment;
- iii. The Director of Research Development and Literacy;
- iv. The Director of Vocational - Technical, Career and Adult Programs;
- v. The Director of Charter Schools and Public School Choice;
- vi. The Director of Reading First;
- vii. The Assistant to the Assistant Commissioner for Educational Programs and Assessment;
and
- viii. The Manager of Licensure and Credentials.

4. The Assistant Commissioner for Finance. The following organizational units and their chief officers report directly to the Assistant Commissioner for the Division of Finance:

- i. The Director of State Budget and Accounting;
- ii. The Director of School Funding;
- iii. The Director of Facilities;
- iv. The Director of Transportation;
- v. The Director of Fiscal Policy and Planning; and
- vi. The Director of Grants Management.

5. The Chief of Staff. The following organizational units and their chief officers report directly to the Chief of Staff

- i. The Director of Compliance Investigations;
- ii. The Director of the School Ethics Commission;
- iii. The Director of Administrative and Regulatory Affairs;
- iv. The Director of External Commissions.

6A:2-2.5 Public information requests

Members of the public may obtain general information from the Department of Education by writing to or telephoning the Public Information Office, Department of Education, PO Box 500, Trenton, NJ 08625-0500, (609) 292-4041.